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Deputy Director (Administration)

Apr. 29, 1954

Director of Training

Procurement of Buses

25X1A6b

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1. At the time training activities were started at [REDACTED] in summer, 1952, arrangements were made with the Chief, General Services Office to transfer a 35-passenger Mack bus from Agency storage to the training site. This bus was originally procured for a DDP project which did not materialize.

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3. A recent study by the [REDACTED] reveals that the average passenger load is 13, and seldom exceeds 20. The study also shows that the increase in the number of courses conducted at the site has resulted in frequent conflicts in scheduling bus transportation. Staff cars, trucks, and private cars of staff members and students are used when the bus is not available.

25X1A

4. The transportation needs of [REDACTED] could be served more efficiently by two smaller buses. Scheduling would be simplified; operating costs would be decreased; and the total number of drivers now required for the bus and staff cars would be reduced.

25X1C

5. It has been determined that 16 to 18-passenger Chevrolet buses are available from the Navy at an approximate cost of \$4,500.

6. The Chief, Transportation Division, Logistics Office has stated that the large bus can be used adequately at headquarters.

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7. Approval is requested for the purchase of two, 10 to 15-passenger buses [REDACTED] at an estimated cost of \$4,500 each. Funds for this purpose are available in existing GTR allotments.

25X1C

18
MATTIE BARN

CONCUR: See memorandum dated June 10, 1954, from AC/LO to DD/A
Chief of Logistics

25X1A9a

[REDACTED]
Comptroller (Acting) Concurred in with respect to sufficient funds being available but not as to funds being available for the purpose proposed. The latter should be determined as to legality before submission to DD/A for policy decision

APPROVED:

Deputy Director (Admin.)

Date

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